



15075 Al-Jon Avenue | Ottumwa, IA 52501 | Phone 641-682-4506 | Toll Free: 800-255-6620 | www.aljon.com

JOB TITLE: Paint Prep

DEPARTMENT: Paint

REPORTS TO: Paint Lead

SUMMARY: Responsible for assisting Painters by prepping modules, doors, and small parts including sanding, buffing, repair, taping, and masking units prior to the paint application. This is an entry-level position to gain paint prep and eventually painting experience.

DUTIES AND RESPONSIBILITIES:

- Reads work order, or receives instructions from supervisor regarding prep work.
- Prepares surfaces for painting by using sandpaper, brushes, steel wool and wiping clean with solvent.
- Fills holes, cracks, and joints with caulk, body filler, or other filler, using a caulking gun or other tools.
- Removes fixtures from exterior prior to painting, using screwdrivers. Installs forms to seal off unpainted areas. Helps with cleaning of paint equipment.
- Tapes and covers surfaces with masking tape and paper to protect surfaces during painting.
- Responsible for station readiness which includes daily housekeeping and moving units and /or parts to the next work center.
- Participates in light Paint maintenance needs such as changing filters, cleaning paint booths, removing or recycling paint waste.
- Observes and follows safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.
- Cleans work area, machines, tools, and equipment
- Must be able to lift 50lbs routinely
- Perform other related duties and projects as assigned by Supervisor

QUALIFICATIONS:

- High School degree or GED equivalent required.
- Positive attitude, be safety conscious, a good work ethic, leadership, organizational skills and willingness and ability to learn.
- Perform painting functions to our standards
- Attention to detail
- Operate equipment in a safe manner following appropriate regulations, policies and procedures
- Strong work ethic
- Ability to be a part of an effective team

C&C Manufacturing LLC is a drug-free work environment. All offers for employment are contingent upon taking and passing a drug test, as well as an acceptable background check.

KEEPING IT SIMPLE, BUILDING IT STRONG.